

TO: BOSTON REDEVELOPMENT AUTHORITY

FROM: ROBERT F. WALSH, DIRECTOR

SUBJECT: INFORMATIONAL MEMORANDUM CONCERNING PROPOSED SALARY INCREASE

In making this recommendation, my objective is to eliminate inequities among various staff members and to reward superior performance. In doing so, I have been guided by the Authority's personnel policy and the Authority's affirmative action policies.

I want to point out that the last personnel performance evaluation was carried out in 1973 and that was the last time that meritorious pay increases were granted to a substantial number of staff. In the last 4 months, we have gone through what I consider to be an exhaustive employee evaluation process where each employee was evaluated by their supervisor and I have reviewed all the evaluations personally. I consider these increases necessary in order to retain the high level of professionalism and quality of service that this Authority provides and to retain those employees of the professional staff whose skills are becoming more in demand because of what we foresee as expanding urban programs.

It is my intention to make periodic recommendations for salary increases based upon inequities that result because of increased job responsibilities, superior performance, and at the time of the anniversary date of the staff member.

1. Raises are proposed for approximately 40% of the employees. (118 raises of 289 employees)
2. Over 50% of the raises are to minorities and/or females. (60 of the 118 raises)
3. Over 50% of the female employees are receiving raises. (54 raises of 107 female employees)
4. Over 50% of the minority employees are receiving raises. (17 raises of the 32 minority employees)
5. Only 9 of the 118 raises represent more than a 10% salary increase, or in other words, 93% of the raises represent less than a 10% salary increase and over 75% of the raises represent less than a 5% salary increase.

The nine individuals with increases over 10% are Lewis, Hutchinson, Algmin, Blaine, Carlaw, Heudorfer, Shea, Garver and Fitzpatrick.

6. Most of the raises are being proposed for long-term employees, 88 of the 118. Of that 88, approximately 60% (50 of 88) have not had a meritorious raise in over 4 years.
7. Raises approximate only a \$2500 increase in our weekly payroll and represent an increase of only 2.55% in our weekly payroll cost.
8. Raises are a result of an in depth employee performance evaluation and to the greatest extent possible, the raises represent the recommendation of the immediate supervisor.

MEMORANDUM

The Boston Redevelopment Authority

October 13, 1977

FROM: Robert F. Walsh, Director

SUBJECT: Proposed Salary Increases

In order to correct salary inequities and to reflect increased duties and to reward superior performance, the salaries of the employees listed below are proposed to be increased as follows, effective October 17, 1977. Recommendation for raises are the result of an in-depth employee performance evaluation and to the greatest extent possible, the raises represent the recommendation of the individual's immediate supervisor.

<u>Name</u>	<u>Position</u>	<u>Present Grade</u>	<u>Present Salary</u>	<u>To</u>	<u>Proposed Grade</u>	<u>Proposed Salary</u>
Adams, Basil	Contract Mgr.	15-6	\$24,700		15-8	\$27,276
Akimbami, Ruth	Ch.Reloc.Off.	15-2	20,515		15-3	21,513
Agmin, Jane	Trans.Plan.Off.I	13-1	16,019		13-4	18,461
Arnold, Robert	Sr.Adm.Asst. I	13-4	18,461		13-5	19,359
Baecker, James	Plan. Off. II	14-3	19,489		15-3	21,513
Baker, David	Proj. Coord./ Fenway Campus Hi.	14-4	20,436		14-5	21,432
Barbato, Wm.	Ch. Proj. Eng.	15-6	24,700		15-7	26,028
Berman, Carol	Adm. Sec.	9-4	12,170		9-5	12,719
Blaine, Edward	Planner III	10-2	12,328		12-1	14,444
Bowers, Linette	Adm. Clerk	7-1	8,907		7-2	9,270
Boelter, Alice	Plan. Off. I	13-4	18,461		14-4	20,436
Boulger, James	Ch.Insp.Arch.	14-6	22,467		14-7	23,681
Burque, Linda	Sr. Tech.	11-2	13,642		12-2	15,139
Bowers, Hilda	Tech. I	7-2	9,270		7-3	9,651
Carlaw, Christopher	Planner	13-1	16,019		13-4	18,461
Carrington, Melrose	Sr. Draft. II	9-6	13,297		9-7	14,076

<u>Name</u>	<u>Position</u>	<u>Present Grade</u>	<u>Present Salary</u>	<u>To</u>	<u>Proposed Grade</u>	<u>Proposed Salary</u>
Carroll, Catherine	Adm. Clerk III	9-6	\$13,297		9-7	\$14,076
Caso, Philip	Tran.Plan.Off.II	14-4	20,436		14-5	21,432
Coffey, Arthur	Asst. Gen.Counsel	--	28,885		--	29,885
Colby, Edwin	Dep.Dr.Traf.Plan.	16-6	27,234		16-7	28,543
Collings, Harry	Ch.Rehab.Fin.Off.	14-2	18,585		15-2	20,515
Collins, Margaret	Adm. Asst. II	10-4	13,473		10-5	14,092
Comer, Elizabeth	Research Anal. II	10-4	13,473		10-5	14,092
Conley, Helen	Asst.Dr.of Personnel	15-1	19,563		15-2	20,515
Connolly,Catherine	Adm. Secretary	8-2	10,145		8-3	10,570
Cooke, Myrtle	Adm. Secretary	--	6.23/hr.		--	6.50/hr.
Costa, William	Ch.Visual & Graphic Design	--	21,620		--	23,620
Criff, Ursula	Sr. Clerk Steno	6-1	8,229		7-1	8,907
Currie, Matthew	Plan.&Eval. Off.	--	25,991		15-8	27,276
Daly, Thomas	Relocation Off. I	12-5	17,442		12-6	18,288
DeBlasio, Thomas	Tec. IV (Graphics)	10-7	15,660		10-8	16,442
Devine, Rose	Cashier II	7-6	10,914		7-7	11,559
Dillard, Susan	Legal Asst.	--	6.25/hr.		--	6.75/hr.
Dineen, Alice	Office Mgr.	14-5	21,432		14-6	22,467
Diminic, Jasenka	Sr.Landscape Arch.	14-1	17,724		14-3	19,489
Donofrio, Helen	Adm. Asst. I	9-2	11,147		9-3	11,645
Downey, Roberta	WPC Asst. Mgr.	10-2	12,328		10-4	13,473
Draper, William	Ch.Rehab.Off.	14-3	19,489		14-4	20,436
Dzier, Bertha	Draftsman II	9-3	11,645		9-4	12,170
Dusek, Edward	Sr. Architect	14-1	17,724		14-3	19,489
Erickson, Roger	Sr. Landscape Arch.	14-2	18,585		14-3	19,489
Ettlin, Dennis	Research Analyst	13-3	17,608		13-4	18,461
Fischman,Mitchell	Coord/Inst.Plan.	14-4	20,436		14-5	21,432
Fitzpatrick, Wm.	Supervisor of Maint.	--	5.57/hr.		10-3	12,889

<u>Name</u>	<u>Position</u>	<u>Present Grade</u>	<u>Present Salary</u>	<u>To</u>	<u>Proposed Grade</u>	<u>Proposed Salary</u>
Foley, Peter	Management Aide	5-6	\$ 9,242		5-7	\$ 9,786
Freeman, Rutherford	Tech. III	9-6	13,297		9-7	14,076
Garver, Richard	Deputy Director	--	26,659		--	30,000
Gaudette, Robert	Tech. IV	10-5	14,092		10-6	14,770
Gott-lin, Deborah	Planner III	10-4	13,473		12-2	15,139
Grace, Joan	Adm. Secretary	8-6	12,020		8-7	12,735
Greifield, Jaon	Sec. Steno III	7-5	10,472		7-6	10,914
Griffin, Jeanne	Sec. Steno III	7-6	10,914		8-6	12,020
Harris, Charlotte	Sr. Reloc.Specialist	11-2	13,642		11-3	14,277
Heudorfer, Barbara	Fin. & Mkt. Analyst	13-2	16,794		14-3	19,489
Hunter, Hattie	Sec. Steno III	7-5	10,472		8-5	11,504
Wiley, Kevin	Tech. I	7-3	9,651		8-3	10,570
Hutchinson, John	Rehab.Coordinator	9-6	13,297		10-7	15,660
Joy, Thomas	Ch.Accountant III	15-4	22,548		15-5	23,599
Kayser, Vicki	Asst.Public Inf.Off.	--	19,868		15-3	21,513
Kelliher, Francis X.	Accountant II	11-2	13,642		11-5	15,687
Kelly, Paul A.	Asst.Proj.Coord./ Downtown	14-1	17,724		14-3	19,489
Kenneally, Gerald	Site Off.Mgr/Asst.	8-6	12,020		8-7	12,735
Kennedy, John	Proj.Coord./So.End	14-6	22,467		14-7	23,681
Knowles, Christine	Proj.Coord./Devel.	15-3	21,513		15-5	23,599
Lanata, Theresa	Adm.Secretary	8-6	12,020		8-7	12,735
Landrum, Adrienne	Adm. Secretary	9-5	12,719		9-6	13,297
Landry, James	Asst. to Dr. Prop. Mgt.	13-5	19,359		13-6	20,300
Lewis, Major	Fam.Reloc.Spec.IV	9-6	13,297		10-7	15,660
Lonergan, Edward	Asst. Gen. Counsel	--	28,885		--	29,885
Mariano, Gene	Adm. Asst. IV	12-4	16,637		12-5	17,442
Mathieson, Carole	Plan. Off. I	13-2	16,794		14-2	18,585

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McCall, Josephine	Reloc. Spec. III	9-4	\$12,170		9-5	\$12,719
McCann, Paul	Executive Assist.	--	29,442		--	31,992
Donough, Judith	Pres. Plan. Off. I	13-2	16,794		13-3	17,608
McNulty, Mary	Graphic Designer I	10-1	11,797		10-2	12,328
Mealey, Mary	Adm. Asst. II	10-6	14,770		10-7	15,660
Menconeri, Peter	Fin. & Dev. Analyst	15-4	22,548		15-6	24,700
Mendes, William	Asst. Dir. of Prop. Management	13-5	19,359		13-6	20,300
Mertens, Richard	Dir. Special Proj./ Planning Dept.	15-5	23,599		15-6	24,700
Miraglia, Josephine	Adm. Asst. I	9-3	11,645		9-5	12,719
Monahan, Agnes	Adm. Asst. II (Purch.)	10-2	12,328		10-3	12,886
Monterio, Muriel	Fam. Reloc. Supervisor	13-1	16,019		13-2	16,794
Prison, Joseph	Rehab. Officer II	13-2	16,794		13-3	17,608
Nayler, Ronald	Plan. Officer II	13-2	16,794		14-2	18,585
Noonan, Arthur	Fin. & Dev. Analyst	14-6	22,467		14-7	23,681
Noonan, Dorothy	Adm. Sec.	9-5	12,719		9-6	13,297
Norton, Christopher	Planner II	9-3	11,645		9-5	12,719
Nutile, Thomas	Asst. Real Est. Off.	12-6	18,288		12-7	19,357
O'Connor, Claire	Adm. Secretary	8-4	11,018		8-6	12,020
Older, Marc	Asst. Dir./Comp. Plan.	14-4	20,436		14-6	22,467
O'Sullivan, Marion	Tech. II	8-2	10,145		9-2	11,147
Penta, Alfred	Tech. III	9-6	13,297		9-7	14,076
Perry, John	Plan. Officer I	13-4	18,461		14-4	20,436
Well, Paul	Trans. Plan. Off. I	13-1	16,019		13-2	16,794
Randolph, Halsworth	Rehab. Officer II	13-2	16,794		13-3	17,608
Rizzo, Alfred	Supt. of Prop. Mgmt.	10-6	14,770		10-7	15,660
Russell, Homer B.	Fin. & Dev. Analyst	14-6	22,467		14-7	23,681
Rutkowski, Susan	Adm. Secretary	8-6	12,020		8-7	12,735
Salter, Ronald	Adm. Clerk II	8-5	11,504		8-6	12,020

<u>Name</u>	<u>Position</u>	<u>Present Grade</u>	<u>Present Salary</u>	<u>To</u>	<u>Proposed Grade</u>	<u>Proposed Salary</u>
Saravelas, Thomas	Tech. IV	10-6	\$14,770		10-7	\$15,660
Waters, John	Proj. Coord/Waterfr.	15-6	24,700		15-7	26,028
McFani, Katherine	Adm. Clerk II	8-4	11,018		8-5	11,504
Shea, David	Asst. Dir. of Prop. Management	13-5	19,400		13-6	20,300
Shea, Donald	Adm. Asst. IV	12-1	14,444		13-2	16,794
Shelton, Mary	Tech. II	8-1	9,740		8-2	10,145
Smith, Joan	Dir. Fam. Reloc.	--	27,837		--	28,837
Smith, Rita	Switchboard Op. II	7-5	10,472		7-6	10,914
Speleotis, Charles	Chief General Counsel	--	33,337		--	34,837
Steel, Pamela	Graphic Design. II	10-2	12,328		10-4	13,473
Tompkins, Mary	Sr. Budget Analyst	13-1	16,019		14-1	17,724
Thig, Patricia	Asst. Real Est. Dir.	16-5	25,987		16-6	27,234
Urquhart, William	Maintenance Man	--	5.57/hr.		10-2	12,328
Walling, Joseph	Asst. Zoning Off.	12-5	17,442		12-6	18,288
Warner, Marie	Affirm. Action Aud.	13-6	20,300		13-7	21,470
Westfield, Charles	Tech. III	9-6	13,297		9-7	14,076
Winston, George	Asst. Dir./Family Relocation	15-4	25,717		15-5	27,002
Woronoff, Bernard	Cartographer III	12-4	16,637		12-5	17,452
Zambuto, Joanne	Adm. Asst.	9-3	11,645		9-4	12,170
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Niles, George	Dep. Director for Finance & Adm.		29,642			32,192
